

**MARTIN COUNTY, FLORIDA
SUPPLEMENTAL MEMORANDUM**

TO: Honorable Members of the Board of County Commissioners **DATE:** May 6, 2024

VIA: Don G. Donaldson, P.E.
County Administrator

FROM: Stephanie Merle
Director of the Office of Management & Budget

REF: 24-0511

**SUBJECT: OFFICE OF MANAGEMENT AND BUDGET ITEMS WHICH REQUIRE
BOARD APPROVAL**

PERMISSION TO APPLY

1. **Permission to Apply for the Federal Emergency Management Agency (FEMA) Assistance to Firefighters Grant (AFG) for Staffing for Adequate Fire & Emergency Response (SAFER)**
 - **Requestor** – Fire Rescue Department
 - **Granting Agency** – U.S. Department of Homeland Security/FEMA
 - **Project Description** – The SAFER grant is a federal program created to provide funding directly to fire departments to help increase the number of trained firefighters available in the community. Historically the County has been successful in receiving the SAFER grant award to augment staffing to address increases in level of service demand and reduce overtime expenditures. In FY23 the Board approved the immediate addition of 20 positions and gave permission to apply for 20 more positions in the forthcoming SAFER grant application. Later in the year, staff received notice from FEMA that the request would not be funded for that round of applications. The SAFER grant is one of FEMA’s most competitive grant programs and last year they received over 1,500 applications requesting more than \$5 billion in federal assistance with only 118 applications awarded totaling \$360 million. The Fire Rescue Department is requesting permission to apply for the FY24 SAFER grant to add 18 additional Firefighter Paramedic positions.
 - **Requested Grant award** – \$5,897,538 over 3 years.
 - **Budgetary Impact** – There is no County match requirement. The grant period of performance is 3 years. In past practice, the County would set aside a portion of the future obligation in each of the first 3 years so the full budget would already be allocated in the year when the grant ends. In year 4 the total budget allocation would be approximately \$2,067,288.
 - **Annual operating costs** – The grant does not cover the cost of equipment so the initial cost of the uniforms and personal protective equipment will total approximately \$100,000 in the first year. The ongoing uniform cost will total about \$9,000 per year thereafter.

Alternative Action:

- **Programmatic Implication if not approved** – Additional apparatus would frequently be staffed with overtime shifts.
- **Financial Fiscal impact if not approved** – The staffing of additional ambulances would have a substantial adverse impact on overtime expenditures.

Documents Requiring Action:

- None at this time

Recommendation:

- Move that the Board authorize the Fire Rescue Department to apply for the FY24 FEMA AFG SAFER Grant for 18 additional Firefighter Paramedic positions.

PERMISSION TO ACCEPT

2. **Permission to Accept the Edward Byrne Memorial Justice Assistance Grant (JAG) (Award Number: R7116)**

- **Agreement/Contract drafted by** – Florida Department of Law Enforcement
- **Parties to the Agreement/Contract** – Florida Department of Law Enforcement and Martin County
- **Purpose of the Agreement/Contract** – Grant award of \$70,370 to support Martin County Mental Health Court staff continuing education and drug testing expenses.
- **New/Renewal/Modified** – This is a new contract.
- **Duration** – October 1, 2023 – September 30, 2024
- **Benefits to Martin County** – Enables the County to continue to support Mental Health Court programming, through sending staff to continuing education sessions. In addition, funding will help offset drug testing supply expenses incurred by the Mental Health Court.
- **Cost to Martin County** – Staff time to administer the grant.

Alternative Action:

- **Programmatic Implication if not approved** – Mental Health Court will have reduced support for drug testing costs and staff educational enhancement.
- **Financial Fiscal impact if not approved** – None

Documents Requiring Action:

- Award Agreement
- Budget Resolution

Recommendation:

- Move that the Board authorize the Chairman to execute the JAG Award Agreement (R7116) as well as any non-monetary grant related documents upon review and concurrence of the County Attorney's Office; and
- Move that the Board adopt the Budget Resolution.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

OTHER OMB ITEMS

3. Adjustments to the Fiscal Year 2024 Budget

The Office of Management and Budget (OMB) is requesting approval to modify the FY24 budget in accordance with Generally Accepted Accounting Principles (GAAP). These adjustments are necessary to appropriate unanticipated refund and insurance proceeds into the fiscal year 2024 budget.

- A. Martin County Fire Rescue has received a refund of \$268,730 from Hall-Mark RTC due to purchase order cancellation of a new pumper truck. It was determined after pre-building meeting with the manufacturer that the truck design and functionality would not meet the operational needs of the department. It was concluded that the funds could be returned so that they could be redirected to support other critical capital equipment programs.
- B. Martin County Fire Rescue ambulance #22 sustained significant body and structural damages on December 13, 2022. The engine was evaluated by an insurance adjuster and the manufacturer authorized dealer for an estimated quote for repairs. The estimate for insurance proceeds for repair totals is \$64,849.
- C. Martin County Fire Rescue ambulance #23 sustained significant body and structural damages on May 24, 2023. The engine was evaluated by an insurance adjuster and the manufacturer authorized dealer for an estimated quote for repairs. The estimate for insurance proceeds for repair totals is \$19,577.

Documents Requiring Action:

- Budget Resolution for the refund of the pumper truck
- Budget Resolution for Fire Rescue Ambulance #22 insurance proceeds
- Budget Resolution for Fire Rescue Ambulance #23 Insurance proceeds

Recommendation:

- Move that the Board adopt the Budget Resolution for the refund of the pumper truck;
- Move that the Board adopt the Budget Resolution for Fire Rescue Ambulance #22 insurance proceeds; and
- Move that the Board adopt the Budget Resolution for Fire Rescue Ambulance #23 insurance proceeds.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

4. **Permission to Allocate Unanticipated Planned Unit Development (PUD) Public Benefit Contribution for Orchid Protection**

The Three Lakes PUD is an agreement between Three Lakes Golf Club, LLC, and Martin County. One of the public benefits associated with this PUD is a contribution from Three Lakes Golf Club, LLC of \$30,000 for the protection and relocation of a state-listed terrestrial native orchids that have been identified within proximity to the development. The Field Operations Division of Public Works Department will utilize the contribution to protect and relocate the native orchids. The Field Operations Division will continue to work with our partners to establish an orchid seed bank to propagate native orchids which will be used to enhance local orchid populations on County owned property.

The Office of Management and Budget requests the adoption of a Budget Resolution to allocate the unanticipated PUD public benefit contribution.

Documents Requiring Action:

- Budget Resolution

Recommendation:

- Move that the Board adopt the Budget Resolution.

REVIEWED BY COUNTY ATTORNEY'S OFFICE

DGD/SM/rp
Attachments

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